

## Financial Assistance Award

**DENALI COMMISSION**  
**510 L Street, Suite 410**  
**Anchorage, Alaska 99501**  
**(907) 271-1414 (phone)**  
**(907) 271-1415 (fax)**  
**[www.denali.gov](http://www.denali.gov)**

Award Number

01319-00

**Award Title**

2010 AML 60th Annual Local  
Government Conference

**Performance Period**

October 1, 2010 through January 31, 2011

### Recipient Organization & Address

Alaska Municipal League  
217 2nd St Ste 200  
Juneau, AK 99801-1267

**Authority**  
112 Stat 1854

**CFDA Number**  
90.100

## Denali Commission Finance Officer Certification

Ms. Jennifer Price  
11/09/2010

**Phone:** (907) 586-1325**Recipient DUNS # 054127881**

**TIN # 920031908**

### Cost Share Distribution Table

Accounting Code	New Funding		Prior Period Funding		Total
	Denali Commission	Other Contributors	Denali Commission	Other Contributors	
95670000	\$5,000.00		\$0.00		\$5,000.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
<b>Total</b>	<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,000.00</b>

This Financial Assistance Award approved by the Federal Co-Chair of the Denali Commission constitutes an obligation of federal funding.

Award Conditions to the Financial Assistance Award between the Denali Commission and Alaska Municipal League for AML  
60th Annual Local Government Conference, Award No. 01319

Continued on the following pages.

**Signature of Authorized Official - Denali Commission**

Electronically Signed

**Typed Name and Title**

Mr. Joel Neimeyer  
Federal Co-Chair

Date

11/02/2010

# AWARD ATTACHMENTS

Alaska Municipal League

01319-00

1. Award Conditions - AML 60th Annual Local Government Conference

***Award Conditions to the Financial Assistance Award  
Between the Denali Commission and Alaska Municipal League  
For AML 60<sup>th</sup> Annual Local Government Conference  
Award No. 01319***

***1. Scope of Work***

The Denali Commission (Commission) is providing a total of \$5,000 to the Alaska Municipal League (AML) for the sponsorship of the AML 60<sup>th</sup> Annual Local Government Conference to be held November 17 - 19, 2010 in Juneau, Alaska at the Centennial Hall.

This year's conference provides the Commission with an opportunity to meet with Alaska's leaders and decision makers with over 400 local leaders, administration officials, state and federal agency representatives, legislators, national municipal leaders, and interaction with other guests and community members.

Denali Commission funds for the Opening Session Key Note Speaker session and will cover costs incurred with that portion of the agenda. The AML Keynote Speaker this year will be Jeff Johnson, retired Firefighter. The Commission will pay for travel and fees (not to include food costs) that AML will incur for the keynote speaker.

As a sponsor, the Denali Commission's name will be recognized throughout the conference and on conference related materials at the Silver sponsorship level. As specified, sponsors of specific events will be identified in connection with that event with verbal recognition, in the conference program and advertisements, receive a special ribbon identifying them as conference sponsors, are listed in the AML newsletter The Touchstone and receive a conference attendance roster after the meeting.

Commission funds for sponsorship can be used for: event space and equipment rentals for the actual event, event costs including video, audio and sound system rentals/services, travel of conference attendees (travel does not include food costs), event brochure printing or other event media needed for attendees. All activities that involve the work of consultants or contractors must be procured through fair and open procurement processes, in keeping with the Federal Circulars in order to be eligible Commission costs.

Commission funds cannot be used for food or beverage of any kind, gifts, per diem of attendees or wages/salaries. Any questions regarding acceptable uses of funds should be directed to the program manager.

All Commission funding is intended for use for the scope of work identified in the Award document only. Any balance of funds remaining after the full scope of work has been completed will be returned to the Denali Commission.

## **2. Milestones**

The following milestones are identified as the major steps to be completed as part of the project. “Planned” dates for the first milestone are included here. As part of each progress report, recipients shall update the progress toward meeting these milestones (see section 7, Reporting).

Milestone	Planned		Actual		Units	Total Cost At Completion
	Start Date	End Date	Start Date	End Date		
In Progress	10-01-10	01-31-11				\$0.00
Project Close-out	01-31-11	04-30-11				\$0.00

## **3. Award Performance Period**

The Award performance period is October 1, 2010 through January 31, 2011. This is the period during which Award recipients can incur obligations or costs against this Award.

## **4. Direct and Indirect Costs**

The cost principles of OMB Circular A-122 are applicable to this Award. No indirect costs are allowable under this award Please refer to the cost principles regulations for specific details on other allowable charges under this Award.

## **5. Budget and Program Revisions**

The Administrative Circular, 2 CFR Part 215 (formerly OMB A-110), applies to this Award. Please refer to the Administrative Circular for specific details on revisions to this Award. The Administrative Circular requires that AML will inform the Commission in writing (e-mail, letter, or report) at the earliest possible date of any unanticipated project cost overrun, project schedule delays, or changes in the project scope or changed site conditions.

## **6. Payments**

Payments under this Award will be made by electronic funds transfer in response to an invoice submitted by the AML. Requests for reimbursement may be made when funds are incurred or expended and should be submitted no later than 30 days after the expenditures are made. The invoice must be submitted to the Denali Commission via fax, e-mail ([finance@denali.gov](mailto:finance@denali.gov)) or mail in order for payment to be processed. Payments shall be made in accordance with 2 CFR Part 215. Please contact the Denali Commission’s Finance Specialist at (907) 271-1414 for further information about payment. **No interest will be accrued on these funds.**

## **7. Reporting**

Two forms of project reporting are required under this Award, listed below. AML shall submit reports using the Denali Commission's on-line Project Database System, available at [www.denali.gov](http://www.denali.gov). If there are technical limitations which may prevent the recipient from meeting this requirement, please contact the Program Manager listed in this agreement.

- a. **Progress Reports** shall be submitted on a quarterly basis. The first reporting period is October 1, 2010 thru December 31, 2010, and quarterly thereafter. Reports are due within 30 days of the end of the reporting period. Progress reports shall include the following:
  - i. Total project funding, including both Denali Commission funding and other project funding sources.
  - ii. The total project expenditures for the project as of the end of the reporting period, including both Denali Commission and Other funding sources.
  - iii. Updated schedule and milestone information as identified in the Scope of Work.
  - iv. Narrative summary of the project status and accomplishments to date, any problems, overruns and delays, including any type of litigation related to the project, and address the following questions: is the project on schedule, is the project on budget, and what actions are planned to address any project problems.
  - v. **Non-Construction Projects** For minor repair and renovation projects or other non-construction projects, dated pictures should be provided of before and after, or **photos that are representative of the funded activity**, to the extent possible. Photos shall be provided in a digital format as part of the on-line report. A short description of the activity and names of those in the photos shall also be provided.
- b. **Federal Single Audits** shall be submitted annually, when required. In accordance with OMB Circular A-133, which requires [subpart 200] "Non-Federal entities that expend \$500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of this part [subpart 205]. The determination of when an award is expended should be based on when the activity related to the award occurs."

Recipients shall also submit single audits to the Federal Clearinghouse as designated by OMB. Information can be found on the following web-site:

<http://harvester.census.gov/sac/>

## **8. *Project/Award Close-Out***

The project close-out report shall be completed within 90 days of the end of the Award performance period or within 90 days of the completion of the project, whichever is earlier. Recipients must also draw down any remaining funds for expenditures incurred under this award during this 90-day period.

The project close-out report shall be submitted on-line through the Denali Commission's on-line Project Database System, available at [www.denali.gov](http://www.denali.gov). The project close out will require the recipient to submit the following information:

- a. Final data for each item listed in paragraph 7(a) "Progress Reports."
- b. Final project expenditures itemized by the following categories: planning & design; materials & equipment; freight; labor; project administration/overhead; and other expenses.
- c. Acknowledgement of support: For all non-construction projects, the Award recipient shall include an acknowledgement of the Government's support for the project(s) developed under this Award. The format for acknowledgement of the Government's support for non-construction awards will vary with each award and must be agreed upon between the Award recipient and the Denali Commission Project Manager. Acknowledgements to the Denali Commission are addressed in the Scope of Work above. Costs associated with this requirement shall be paid out of the project funding received by the Award recipient from the Denali Commission.

## **9. *Public Policy Laws and Assurances***

Award Recipients are required to comply with the public policy laws and assurances on Standard Forms SF 424b (non-construction projects). This form must also be signed by a certifying official of the organization. Some of the laws are highlighted below for your reference.

No portion of this award may be used for lobbying or propaganda purposes as prohibited by 18 U.S.C. Section 1913 or Section 607(a) of Public Law 96-74.

Project level environmental reviews in accordance with the National Environmental Policy Act (NEPA) and the National Historic Preservation Act (NHPA) are required for each project undertaken with Denali Commission funds.

## **10. *Non-Compliance with Award Conditions***

Recipients not in compliance with the terms and conditions of this Financial Assistance Award will be notified by the Denali Commission. The Denali Commission will work with the recipient to identify the steps necessary to bring them back into compliance, and will establish an appropriate time frame for the corrections to be made. If the corrections have not been made by the deadline, the Denali Commission reserves the right to either suspend or unilaterally terminate the Financial Assistance Award for non-performance.

***11. Program Manager, Financial Manager & Other Contact Information***

<b>Denali Commission</b>	<b>Alaska Municipal League</b>
Sharon Lind Program Manager 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-5217 Fax: 907-271-1415 E-mail: <a href="mailto:slind@denali.gov">slind@denali.gov</a>	Sarah Geary Bookkeeper 217 Second Street, Suite 200 Juneau, AK 99801 Phone: 907-586-1325 Fax: 907- 463-5480 Email: <a href="mailto:sarah@akml.org">sarah@akml.org</a>
Betty Sorensen Grants Administrator 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-3415 Fax: 907-271-1415 E-mail: <a href="mailto:bsorensen@denali.gov">bsorensen@denali.gov</a>	Betty Svensson Deputy Director Financial Contact 217 Second Street, Suite 200 Juneau, AK 99801 Phone: 907-586-1325 Fax: 907- 463-5480 Email: <a href="mailto:betty@akml.org">betty@akml.org</a>

***12. Other project specific paragraphs may be added here***

To the maximum extent practicable, considering applicable laws, Funding Recipients shall accomplish the project contemplated by the Award using local Alaska firms and labor.